



APPRENTICE REGISTRATION FORM & EMPLOYMENT RECORD

YOU MUST PRESENT A PICTURE ID
TO OBTAIN YOUR APPRENTICE CARD

Craft Applying For: () Gas Fitting () Electrical () Plumbing () Mechanical

() I do not currently hold an Apprentice Certification

() I currently hold an Apprentice Certification #BTC-_____

NAME: _____

SS NO. _____

ADDRESS: _____

CITY: _____

STATE: _____ ZIP: _____

PHONE NO _____

Copy Photo ID Here

This is to certify the above named employee is working as an apprentice with our company, which is licensed to do business in the City of Springfield, and upon such registration and issuance of a registration card, this person when working in Springfield, Missouri, will engage in and work at the appropriate building trade as an apprentice in the employ of a Springfield Certified Master in the same craft and will be supervised at the job site at all times during which they are engaged in work by a certified journeyman or master working for the employer who is physically present at the job site.

PRESENT EMPLOYER'S NAME: _____ PHONE NO: _____

ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

SUPERVISING MASTER'S NAME: _____ (Please Print)

Signature of Supervising Master

BTC-_____
Certification Number

Please return this completed form along with your **Photo ID** to the City of Springfield, Building Development Services, 840 Boonville Avenue, Springfield MO., 65802. There is a **\$10.00** fee for your apprentice card that must be paid before issuance of card.

Please remember to contact us if ***you have an address change, or you change the company you are employed by***, otherwise your card may be put on hold or deleted until we have your changes on file.

DATE ISSUED: _____ CARD NUMBER: BTC-_____

METHOD OF PAYMENT: CASH / CHARGE / CHECK # _____